

Advanced Procurement Certification



Course Number:	AP 001	Scheduled Sessions:
Cost Per Person:	No Charge/Participating, \$188/Non-Participating	November 29, 2016
Eligibility:	Must take Intro to Procurement prior to taking this class	
Instructor:	Michelle Boyd	
Length:	8:30 am - 4:30 pm	
Location:	Hoover Building Level A	

Overview:

This full day seminar is designed to prepare state employees to conduct procurement actions with an estimated value between \$5,000 and \$50,000. Formerly known as 'Services Contracting' this seminar now covers procurement of goods and services. Participants must take and pass the Introduction to State Procurement Seminar prior to registering for this seminar.

After completing this seminar, you will be able to:

- Complete research and needs assessments
- Identify steps in the solicitation process
- Construct evaluation procedures